

Appendix H—Historical Edit Checks

Edit 57: All historical edits are listed in the Edit Report as Edit 57, followed by the specific data element that is triggering the edit. Example: Edit 57: Data Element #17. Local Government).

Notes: “PY” refers to the prior year value. “CY” refers to the current year value. If either value is unknown, the edit is not performed. Multiple conditions connected by an “and” must both be true for the data element to fail the edit. When multiple sentences are used, each is a separate test, and only one needs to be true for the data element to fail the edit.

| # | DATA ELEMENT | EDIT CONDITIONS |
|----|---------------------------------------|---|
| 05 | Official State Total Population | The PY to CY change is greater than $\pm 5\%$. |
| 5A | Total Unduplicated Population of LSA. | The PY to CY change is greater than $\pm 4\%$. |
| 08 | Population of Legal Service Area | The PY to CY change is greater than -10% to $+25\%$. |
| 09 | Number of Centrals | The PY to CY change is greater than ± 1 . |
| 10 | Number of Branches | The PY to CY change is greater than ± 2 . |
| 11 | Number of Bookmobiles | The PY to CY change is greater than ± 2 . |
| 13 | ALA-MLS | The PY to CY change is greater than ± 2 and greater than $\pm 30\%$. |
| 14 | Total Librarians | The PY to CY change is greater than ± 2 and greater than $\pm 30\%$. |
| 15 | All Other Paid Staff | The PY to CY change is greater than ± 2 and greater than $\pm 30\%$. |
| 16 | Total Paid Employees | The PY to CY change is greater than ± 2 and greater than $\pm 30\%$. |
| 17 | Local Government | The PY to CY change is greater than $\pm \$5,000$ and greater than -10% to $+25\%$. |
| 18 | State Government | The PY to CY change is greater than $\pm \$500$ and greater than $\pm 40\%$. |
| 19 | Federal Government | No criterion. |
| 20 | Other Income | No criterion. |
| 21 | Total Income | The PY to CY change is greater than $\pm \$5,000$ and greater than -10% to $+25\%$. |

| # | DATA ELEMENT | EDIT CONDITIONS |
|----|------------------------------|---|
| 22 | Salary & Wages Expenditures | This edit is performed only if data element #16 has changed by no more than ± 0.5 FTE. The PY to CY change is greater than $\pm \$2,000$ and greater than $\pm 20\%$. |
| 23 | Employee Benefits | This edit is performed only if data element #16 has changed by no more than ± 0.5 FTE. The PY to CY change is greater than $\pm \$1000$ and greater than $\pm 20\%$. |
| 24 | Total Staff Expenditures | This edit is performed only if data element #16 has changed by no more than ± 0.5 FTE. The PY to CY change is greater than $\pm \$2,000$ and greater than $\pm 20\%$. |
| 25 | Collection Expenditures | The PY to CY change is greater than $\pm \$5,000$ and greater than -15% to $+30\%$. |
| 26 | Other Operating Expenditures | The PY to CY change is greater than $\pm \$5,000$ and greater than -10% to $+40\%$. |
| 27 | Total Operating Expenditures | The PY to CY change is greater than $\pm \$5,000$ and greater than -10% to $+30\%$. |
| 28 | Capital Outlay | No criterion. |
| 29 | Book/Serial Volumes | The PY to CY change is greater than $\pm 1,000$ and greater than -5% to $+15\%$. |
| 30 | Audio | The PY to CY change is greater than ± 100 and greater than -10% to $+40\%$. |
| 32 | Video | The PY to CY change is greater than ± 100 and greater than -10% to $+50\%$. |
| 33 | Subscriptions | The PY to CY change is greater than ± 20 and greater than -10% to $+30\%$. |
| 35 | Public Service Hours/Year | No criterion. |
| 36 | Library Visits | No criterion. |
| 38 | Reference Transactions | The PY = 0 and the CY > 0. The CY = 0 and the PY > 0. The ratio of CY/PY is outside the range of 0.2 to 5.99. |

| # | DATA ELEMENT | EDIT CONDITIONS |
|----|---|---|
| 39 | Total Circulation | The PY to CY change is greater than $\pm 5,000$ and greater than -10% to +25%. |
| 40 | Loans Provided To | The PY = 0 and the CY ≥ 750 . The CY = 0 and the PY $\geq 1,500$. Both values are > 0 , at least one value is $\geq 1,200$, and the ratio of CY/PY is ≤ 0.10 or ≥ 19.00 . At least one of the values is $\geq 1,200$, the ratio of CY/PY is > 0.10 and < 19.00 , and the ratio of difference/sum of CY and PY is ≥ 0.76 . |
| 41 | Loans Received From | The PY = 0 and the CY $\geq 1,300$. The CY = 0 and the PY ≥ 800 . Both values are > 0 , at least one value is $\geq 1,400$, and the ratio of CY/PY is ≤ 0.14 or > 9.30 . At least one of the values is $\geq 1,400$, the ratio of CY/PY is > 0.14 and ≤ 9.30 , and the ratio of difference/sum of CY and PY is ≥ 0.60 . |
| 42 | Children's Circulation | The PY to CY change is greater than $\pm 5,000$ and greater than -30% to +50%. |
| 43 | Children's Program Attendance | No criterion. |
| 44 | Materials in Electronic Format Expenditures | The PY = 0 and the CY $\geq 50,000$. The CY = 0 and the PY $\geq 20,000$. At least one of the values is $\geq 1,000$ and the ratio of CY/PY is ≥ 13.40 . At least one of the values is $\geq 1,000$, the ratio of CY/PY is < 13.40 , and the ratio of difference/sum of CY and PY is ≥ 0.94 . |
| 45 | Electronic Access Expenditures | The PY = 0 and the CY $\geq 175,000$. The CY = 0 and the PY $\geq 84,000$. At least one of the values is $\geq 1,000$ and the ratio of CY/PY is ≥ 36.90 . At least one of the values is $\geq 1,000$, the ratio of CY/PY is < 36.90 , and the ratio of difference/sum of CY and PY is ≥ 0.88 . |
| 46 | Materials in Electronic Format | The PY = 0 and the CY ≥ 750 . The CY = 0 and the PY ≥ 750 . Both values are > 0 , at least one value is ≥ 55 , and the ratio of CY/PY is ≤ 0.07 or ≥ 31.00 . At least one of the values is ≥ 55 , the ratio of CY/PY is > 0.07 and < 31.00 , and the ratio of difference/sum of CY and PY is ≥ 0.89 . |